

**ORGANIC PROCESSED PRODUCT REGISTRATION APPLICATION****Please complete this form fully.**☐ **NEW APPLICANT**      ☐ **RENEWAL APPLICANT**

1. Name of firm	2. CA Food and Agriculture registration number		<b>FOR DHS USE ONLY</b>
3. Firm DBA	4. Facility telephone number (      )		
5. Facility address (number, street)	City	ZIP code	Organic registration expiration date
6. Mailing address (if different) (P.O. Box number)	City	State    ZIP code	DHS registration/license number
7. Facility FAX number (      )	8. Firm e-mail address		DHS registration/license expiration date
9. Contact person	10. Contact telephone number (      )		

11. Product Type:      ☐ Human food      ☐ Cosmetic      ☐ Pet food12. Type of Business:      ☐ Handler (Person who processes, packages, stores, or distributes)  
   ☐ Broker (Person who does not take possession or title of the product but only arranges for its sale)

13. Owner (Attach a list of corporate officers if additional space is needed)

14. Annual gross sales or revenue from processing/handling organic processed products at this facility:      \$ \_\_\_\_\_

15. Certification organization(s) or government entities certifying these product(s) as organic: (Attach additional sheets if necessary)

Name	Address
A.	
B.	

16. Payment Codes (*Check only one*) (See back of application for fee schedule and instructions)**Handler** (Processes, packages, stores, or distributes)**Broker:** (Person who does not take possession or title of the product but only arranges for its sale)
☐ A. \$ 50      ☐ B. \$100      ☐ C. \$200      ☐ D. \$300  
☐ E. \$400      ☐ F. \$500      ☐ G. \$600      ☐ H. \$700
☐ I. \$100**Make Checks Payable to: Department of Health Services**

17. Organic Processed Product Registration fee      Amount due (From checked box above): \$ \_\_\_\_\_

18. Penalties due if more than 30 days after due date (1.5% per month)      Penalty due: \$ \_\_\_\_\_

Total amount paid: \$ \_\_\_\_\_

**NOTE: You must notify the Department of Health Services immediately of any changes in the above information.****By signing this form, the applicant affirms under penalty of perjury that all information provided is true and correct.**

19. Signature of applicant	Date
20. Print name	Title

**Mail to:** Food and Drug Branch, P.O. Box 942832, Sacramento, CA 94234-0007.

# INSTRUCTIONS

Please print or type.

1. **Name of firm:** Enter full name of business, corporation, company, or organization applying for registration.
2. **CA Food and Agriculture registration number:** If you are registered by the California Department of Food and Agriculture as an Organic Producer/Handler/Processor, enter your registration number here.
3. **Firm DBA:** Enter any name that your company is doing business as.
4. **Facility telephone number:** Enter daytime business telephone number of this facility.
5. **Facility address:** Enter the street, city, and ZIP code for this facility location.
6. **Mailing address:** Enter full mailing address if different from the facility address.
7. **Facility FAX number:** Enter facility FAX number.
8. **E-mail address:** Enter facility e-mail address.
9. **Contact person:** Enter the name of the person to contact for information regarding this application.
10. **Telephone number:** Enter the daytime business telephone number of the contact person.
11. **Product type:** Place an (X) in the box next to the type of product(s) that your firm handles or brokers (check all that apply).
12. **Type of business:** Place an (X) in the box next to "Handler" if you process, handle, or warehouse organic products in this facility. Place an (X) in the box next to "Broker" if you do not take possession or title of the product but arrange for the sale of the organic products.
13. **Owner:** Enter the name of the owner(s) of the firm. If the firm is a corporation or partnership, list all of the officers or partners. Use a separate sheet if additional space is needed.
14. **Annual gross sales or revenue:** This information will remain **CONFIDENTIAL**. Enter the total annual gross sales received from the sale of Organic Processed Product commodities or revenue received for processing/handling organic products at this facility. Use the most recent 12 month period for which you have records, or if none available, enter the projected gross revenue for the 12 months following the date of registration.
15. **Certification organizations:** Enter the name(s) and address(es) of certification organizations or government entities certifying your product(s) as organic. If none, leave blank.
16. **Payment codes:** Your registration fee is based on your gross annual sales or revenue of organic products. Based on the chart below, place an (X) in the appropriate box on the first page, next to the proper fee code.

## Gross Annual Sales or Revenue

## Annual Registration Fee

A. \$0–\$5,000	\$ 50
B. \$5,001–\$50,000	\$100
C. \$50,001–\$125,000	\$200
D. \$125,001–\$250,000	\$300
E. \$250,001–\$500,000	\$400
F. \$500,001–\$1,500,000	\$500
G. \$1,500,001–\$2,500,000	\$600
H. \$2,500,001–and above	\$700
I. Broker Only	\$100

- Notes:**
- Any firm that does not take possession or title of the product but arranges for the sale of the product shall register and pay one hundred dollars (\$100) per year. Place an (X) in Box I under the Broker heading.
  - Any person that only provides temporary storage for seven days or less, or only provides transportation for organic product and does not handle the processed packaged product, does not have to register.

17. **Organic Processed Product registration fee:** Enter the amount checked under item number 12 on the amount due line.
18. **Penalty due:** A penalty of 1.5% per month is due if your payment is submitted **more than 30 days** after the due date (i.e., if paid more than 30 days after the date on the letter you received from the Department of Health Services or if more than 30 days after the renewal expiration date of your OPPER). You must pay a 1.5% per month penalty on the unpaid balance. To calculate the penalty due, see the following example:  
Computation Example: Due date 1/1/94. Date you actually submitted payment 3/1/94 = 2 months late.  
If Registration fee is \$100.00 multiply \$100.00 x 1.5% = \$1.50 penalty per month x 2 (months) = \$3.00 total penalty due. Enter the penalty amount on the Penalty Due line.  
Add penalty and registration fee together to determine total amount due. Enter this amount on the Total Amount Paid line. Make your check out for this amount.
19. **Signature and date:** Sign the application and enter date signed.
20. **Name and title:** Print your name and title.

**Make checks payable to:**

Department of Health Services

**Mail applications to:**

Department of Health Services  
Food and Drug Branch  
P.O. Box 942832  
Sacramento, CA 94234-0007.

# ORGANIC PROCESSED PRODUCTS COMMODITY CODES

OPPR number: \_\_\_\_\_

Check All That Apply	Commodity Number	Commodity	Total Quantity Handled	Total Quantity Brokered	Measure (Check only one)
<input type="checkbox"/>	10	Soft drinks, carbonated and noncarbonated; water			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	20	Beverage bases, liquid and dry			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	30	Coffee and tea			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	40	Alcoholic and malt beverages, wines, distilled liquor			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	50	Bread, rolls, buns, sweet goods, and crackers			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	60	Custard- and cream-filled sweet goods			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	70	Macaroni and noodle products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	80	Breakfast cereals, ready to eat			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	90	Whole grain and beans, bulk			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	100	Pretzels, chips, tortillas and specialty items			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	110	Processed grains and starch products for human use			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	120	Prepared mixes (flour or meal based) dry			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	130	Candy, chewing gum, chocolate and cocoa products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	140	Syrups, sugars, honey			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	150	Butter and butter products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	160	Cheese and cheese products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	170	Fluid milk and fluid milk products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	180	Dried milk and dried milk products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	190	Ice cream and related products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	200	Eggs and egg products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	210	Fish and fish products (except smoked)			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	220	Shellfish, crustacean, and other aquatic animals			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	230	Smoked fish, shellfish and crustaceans			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	240	Spices and salt			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	250	Extracts and flavors			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	260	Dressings and condiments			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	270	Fresh fruits and juices			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	280	Frozen fruits and juices			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	290	Canned fruits, juice concentrates, and nectars			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	300	Dried fruits			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	310	Jams, jellies, preserves, and butters			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	320	Fruit products, including olives			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	330	Animal feeds			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	340	By-products for animal feeds			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	350	Meat and meat products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	360	Nuts and nut products			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	370	Vegetable oil seed, oil stock, and crude oil			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	380	Refined vegetable oil, vegetable shortening, and margarine			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	390	Fresh vegetables			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	400	Frozen vegetables and juices			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	410	Canned vegetables and juices			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	420	Dried and dehydrated vegetables			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	430	Cured and processed vegetable products, tofu			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	440	Dry desert and pudding mixes			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	450	Multiple foods, prepackaged meals, frozen dinners			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	460	Miscellaneous food use items, ice			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	470	Multiple food warehouse			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	480	Food chemicals			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	490	Infant, junior, and geriatric foods			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	500	Miscellaneous dietary food items, specialties, sweeteners			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	550	Vitamins, other nutritional supplements			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds
<input type="checkbox"/>	910	cosmetics			<input type="checkbox"/> Gallons <input type="checkbox"/> Pounds

## INSTRUCTIONS FOR COMPLETING THE PROCESSED PRODUCTS COMMODITY CODES:

**Processed product commodity codes:** Review the Processed Product Commodity Code list, locate the code number of each **organic** processed product commodity processed or handled at this facility, and check (✓) the box to the left of the commodity number of all that apply.

**Total quantity of each processed commodity handled at this facility:** This information will remain **CONFIDENTIAL**. Enter the total quantity of each processed commodity that is **sold as organic** and annually handled and/or processed at this facility. A food is "**Sold as Organic**" if the food, or one or more of its ingredients, is claimed to be organic. Use the most recent 12-month period for which you have records, or if none available, enter the projected quantity to be handled in the 12 months following the date of registration.

**Total quantity of this product brokered:** This information will remain **CONFIDENTIAL**. Enter the quantity of this organic product commodity that was arranged for sale, although never taken into possession or control by the broker.

**Gallons/pounds:** Check(✓) the box that shows whether the quantity reported is in pounds or gallons.